

BALLFIELD RESERVATION PERMIT

Lynchburg Parks and Recreation Division
301 Grove Street
Lynchburg, VA 24501
Phone: (434) 847-1640 Fax: (434) 528-2794
Email: Maggie.Mace@lynchburgva.gov



Copies to: ☐ Insurance Required
☐ Office ☐ Customer
☐ Athletics ☐ Bldg. & Grounds

\$25 PERMIT FEE MUST ACCOMPANY THIS APPLICATION

NAME OF PERSON APPLYING: _____ PHONE NUMBER: _____

GROUP NAME: _____ EMAIL ADDRESS: _____

ADDRESS: _____
STREET CITY STATE ZIP CODE

ACTIVITY: _____

DATES REQUESTED: _____ TIMES REQUESTED: _____

SERVICE LEVEL NEEDS:

☐ SIMPLE

Includes exclusive use of requested City Athletic Fields with no additional services provided.
Fee : \$5 per hour fee to be paid prior to the event.

☐ EXPANDED

May include additional services from the City including field prep, supervision, lights or other Services.
Fee: \$50 per field and \$5 per field for lights (if requested) and payable after the event.

☐ SPECIAL EVENT

Any event that falls within the City Special Events definition includes events that have over 1,000 patrons, city emergency personnel, closure of City property, picnic shelter expense, or other fees to be determined.

Permit Fee \$ 25.00

Rental Fee \$ _____

Marking \$ _____

Other \$ _____

Total \$ _____

LOCATION REQUESTED: ☐ MILLER PARK ☐ JEFFERSON PARK ☐ BLACKWATER CREEK PARK

☐ FAIRVIEW PARK ☐ SANDUSKY PARK ☐ Riverside ☐ Tennis Court _____

☐ PEAKSVIEW PARK ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11

I HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS.

Signature of Applicant

Date

Athletics Coordinator

Date